

Memorandum

Date: 10/10/15

To: Members, West Linn City Council

From: Don Otterman, Interim City Manager

Subject: Miscellaneous Items

1. Schedule

- Your next scheduled meeting includes work session at 6:00 and a regular meeting at 6:30 on October 12. At this meeting, you are scheduled to discuss:
 - Safe Routes to School; Lake Oswego-Tigard Water Partnership Update; Citizen Advisory Group Appointments; West Linn Willamette River Trail Phase One Contract; Joint Funding Cooperative Agreement Amendment between West Linn and the Lake Oswego-Tigard (LOT) Water Partnership and LOT Update; Bolton Water Reservoir Contract; Portland General Electric Easement on Skyline Drive; Main Street Agreement.

2. State Transportation Improvement Program (STIP)

- Staff, council and our contracted lobbyist have begun meetings with stakeholders on West Linn's Highway 43 bike and pedestrian projects that may be eligible for STIP funding.
- Meetings will include outreach to local elected officials, ODOT, and state parks.

3. Lori Hall

- Today is Lori Hall's last day with the City of West Linn. She will join the communications staff at Clackamas Community College.
- Lori's email and phone will be redirected to the main webmaster@westlinnoregon.gov account and the main 503-657-0331 number.
- Her responsibilities will be divided up between existing staff, with the expectation that her job will be evaluated by the new city manager after hiring.
- Please join me in thanking Lori for her excellent service to the city and the citizens of West Linn.

4. Legislative Updates

- As per Council direction on Monday, October 5, staff will schedule biannual meetings with Representative Parrish and Senator Devlin.

- Your tentative calendar will reflect meetings in March and September of each year.

5. More Detail on Agendas

- As per Council direction on Monday, October 5, staff added more detail to each agenda item for the October 12 meeting.
- Please advise if this meets your expectations.

6. Surplus Property Task Force

- Staff has begun compiling the research on the city's surplus properties, and will develop draft task force goals and objectives for the Council's review after the first of the year.

7. Mike Gabriel – 30 Years of Service

- Please join me in recognizing Building Maintenance Supervisor for 30 years of service to the city.